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LEO 1695

NO CHANGE in Class. ☐

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Class. CHANGED TO: TS S

DDA Memo, 4 Apr 54

Auth: DDA REG. 77/27381

Date: 080278 By: 025

14 May 1954

MEMORANDUM FOR: Director of Training

FROM : C/BTD/TR

SUBJECT : BIC/SUP Course

REFERENCE : Memorandum of 7 May from Acting Deputy Director,
Administration.

1. Paragraph 2 of the abovementioned memorandum does not consider the most significant consideration in establishing the above course. This course was developed to meet the requirements for "a basic intelligence course of six weeks combining pertinent elements of the BIC with training in clandestine services administrative support...." The course is for that DD/A personnel which is performing a direct support function to DD/P operations. It's content is determined by this requirement.

2. A year ago a number of comments regarding the proposed course from the Offices of the General Counsel, Logistics, Personnel, Medical, Security, and Comptroller were passed on to us. Most of these comments dealt with subject matter of a much broader nature than indicated by stated requirements.

25X1A [REDACTED] prepared an answer to that memorandum which was forwarded on 21 May 1953. Paragraph 4 from that memorandum is quoted as being particularly pertinent:

"In view of the requirement, this offering was never intended to be a course for overt administrative support. Therefore, activities which have no bearing on clandestine operations have not been covered, and topics such as position classification, mail procedures, the over-all DD/A program and DD/A support of the overt offices have been deliberately omitted. From the comments, it would appear that there is a requirement for an administrative course for the overt side of the DD/A program; if so, the Office of Training will undertake to formulate such a course. It is considered that such a course would normally follow, not replace, the BIC/SUP."

3. It is the writer's opinion that the suggestion made in the latter part of paragraph 2 of the DD/A's memorandum does not

answer the problem at all. A suggested program of 4 weeks, consisting of the BIC/CS and one week for coverage of miscellaneous administrative procedures could not begin to deal with the subject matter indicated. A much broader program of a general nature seems in order.

4. It is suggested that the Office of the DD/A spell out in detail the requirements which it considers exist; it will then be possible to determine what CTR should provide.

25X1A



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